



CORPS OF ENGINEERS AUTOMATED LEGAL SYSTEM (CEALS)

Briefing for
Commander, USACE
12 January 1998

CEALS Program

- Strategic initiative promoting “client care”
- Implemented Corps-wide in 1984
- Promotes efficiency and effectiveness of USACE legal services through automation
- Enhances productivity of USACE attorneys
- Collection of automated systems & services

The Five Components

- CEALS has five functional components:
 - Case Management/Matter Tracking System (MTS)
 - Computer Assisted Legal Research (CALR)
 - Litigation Management (LM)
 - Management Information Systems (MIS)
 - Office Automation (OA)

Matter Tracking System (MTS)

- Provides legal managers with information needed to manage attorney workload
 - “Corporate” information (entered locally, shared globally)
- Assists staff attorneys by providing access to information about cases and legal workload Corps-wide
- Automates the collection, assimilation and reporting of extensive legal services data
 - Automatically imports data in AMPRS
 - Eliminates the need for repetitive “data calls”

CEALS-MTS

- Originally a Case Management Information System (CMIS)
 - Emphasis was on managing USACE litigation
 - CMIS-I developed by CESAD in late 70's
 - CMIS-II acquired in 1988
 - COTS Software (Inslaw's "Modulaw")
- Chief Counsel Task Force Recommendation #24 (Review CMIS-II)

CEALS-MTS

- New CEALS-MTS acquired in late 1996
 - Expanded database, tracks numerous legal functions
 - COTS Software (“Law Manager 98”)
 - Windows NT compliant, Client-Server Technology
 - Resides on CEAP hardware
 - Conversion and tailoring completed in 1997
 - Implementation and training currently underway

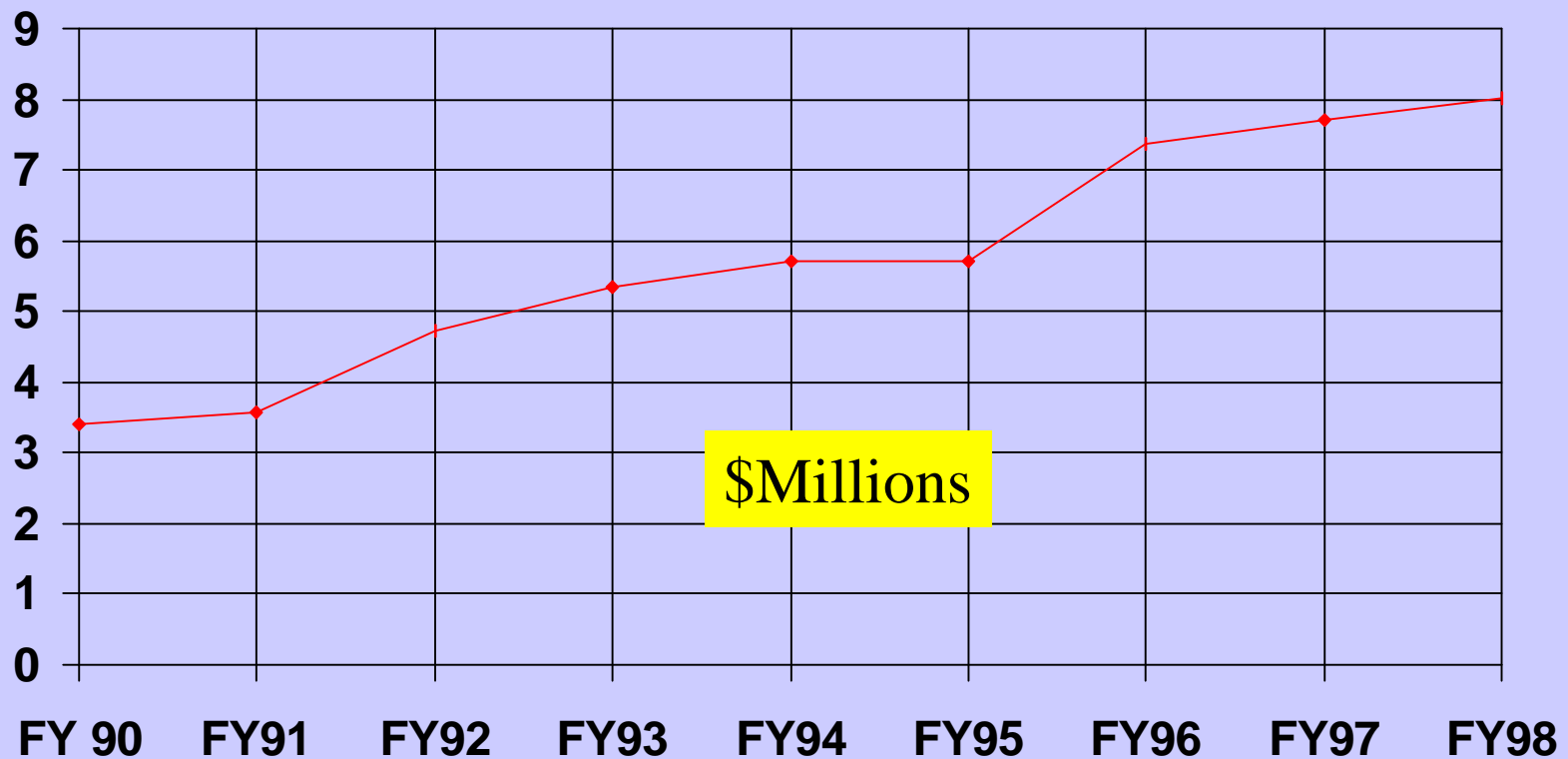
Computer Assisted Legal Research (CALR)

- Provides Corps attorneys access to commercially available CALR vendors
 - Westlaw, Lexis-Nexis, Legislate, etc.
 - Information is most current available
- Eliminates the need to perform manual research (8:1 efficiency ratio)
- Promotes efficiency and effectiveness of the USACE legal services system

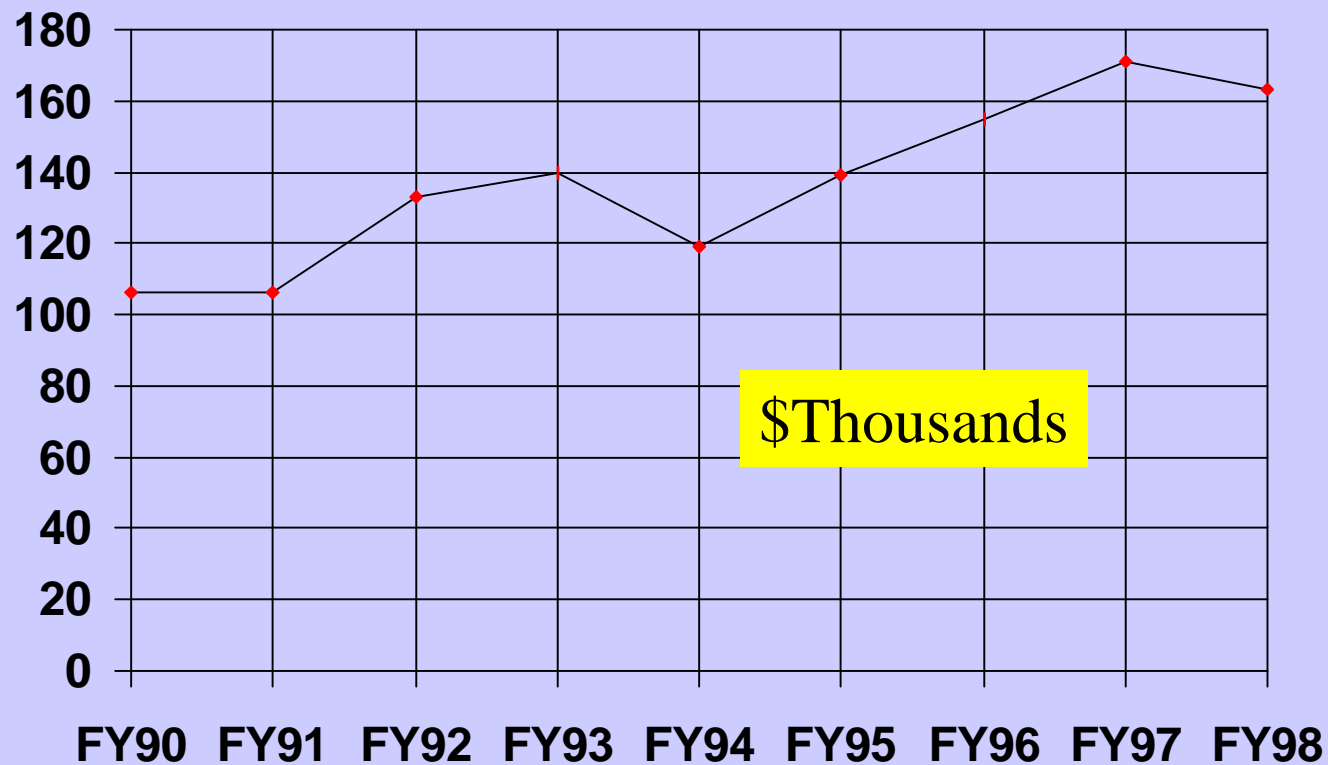
DOD CALR Network

- DOD CALR Network established by the DOD General Counsel in 1986
- USACE serves as program facilitator and financial coordinator for all DOD
 - 540 accounts/over 4300 users
 - Fee for service
- Maximum discounts obtained
 - Savings to USACE alone is \$340K per year
- Administrative costs drastically reduced

DOD CALR Network Program Growth



DOD CALR Network Administrative Costs



Litigation Management (LM)

- Application of automation tools and services to assist in the handling of complex cases
- Allows trial attorneys to better manage cases, documentation, workproduct and workload
- CEALS acquired “BRS/SEARCH” in 1985
 - Organize case data in a logical taxonomy
 - Maintains complete “litigation files”
 - Access database via comprehensive searches

Management Information Systems (MIS)

- Comprised of small, content specific databases used primarily to enhance legal work products and promote efficiency of legal services
- “SURE” (Tracked SF28 information on individual sureties)
- There are currently 4 MIS in operation:
 - Wage Determinations On-Line (WDOL)
 - USACE Legal Opinions Database
 - USACE Legal Functions Database
 - CEALS Billing System

Wage Determinations On-Line (WDOL)

- Accessible via Internet
 - USACE and ASA(RDA) Websites
- Contains datafiles on current prevailing wage determinations (DBA & SCA) from the DOL
 - Transferred twice weekly from NTIS
 - Turnaround time reduced from 90 days to “minutes”
- Used by more than 3000 users DOD-Wide
 - More than 6000 “hits” per day on CEALS Homepage
- NPR “Hammer Award” received in 1997

USACE Legal Opinions Database

- Accessible via the Internet
- Provides immediate access to USACE legal opinions and briefs
 - Reduces CALR costs
 - Increases consistency in legal advice
 - Minimizes redundant legal research
 - Improves communications throughout legal community
- Chief Counsel's Task Force Report
Recommendation #23 (Increase Electronic Communication)

USACE Legal Functions Database

- Accessible via the Internet
- Correlates District missions with legal services necessary for execution
 - Annotations to laws and regulations
- Allows Commanders and legal managers to make informed decisions regarding resourcing legal services
- Chief Counsel's Task Force Recommendation #16
(Establish Minimum Core Functions At Districts)

CEALS Billing System

- Accessible via the Internet
- Monitors, tracks and reports users of the DOD CALR Network
 - Tracks more than 540 accounts (4300 users)
- Automatically loads vendor's datafiles and generates SF 1080s
- Provides customers with immediate access to billing information and funding status
- Considerably reduces administrative costs

Office Automation (OA)

- Comprised of automation tools to support the daily operations and management of USACE legal services
- Computer conferencing system (known as “MAX”) acquired in 1985
 - COTS Software (“Caucus”)
 - Accessible via the Internet
 - Promotes exchange of ideas and work effort of numerous teams and work groups
 - Host to CEALS-MTS User’s Conference

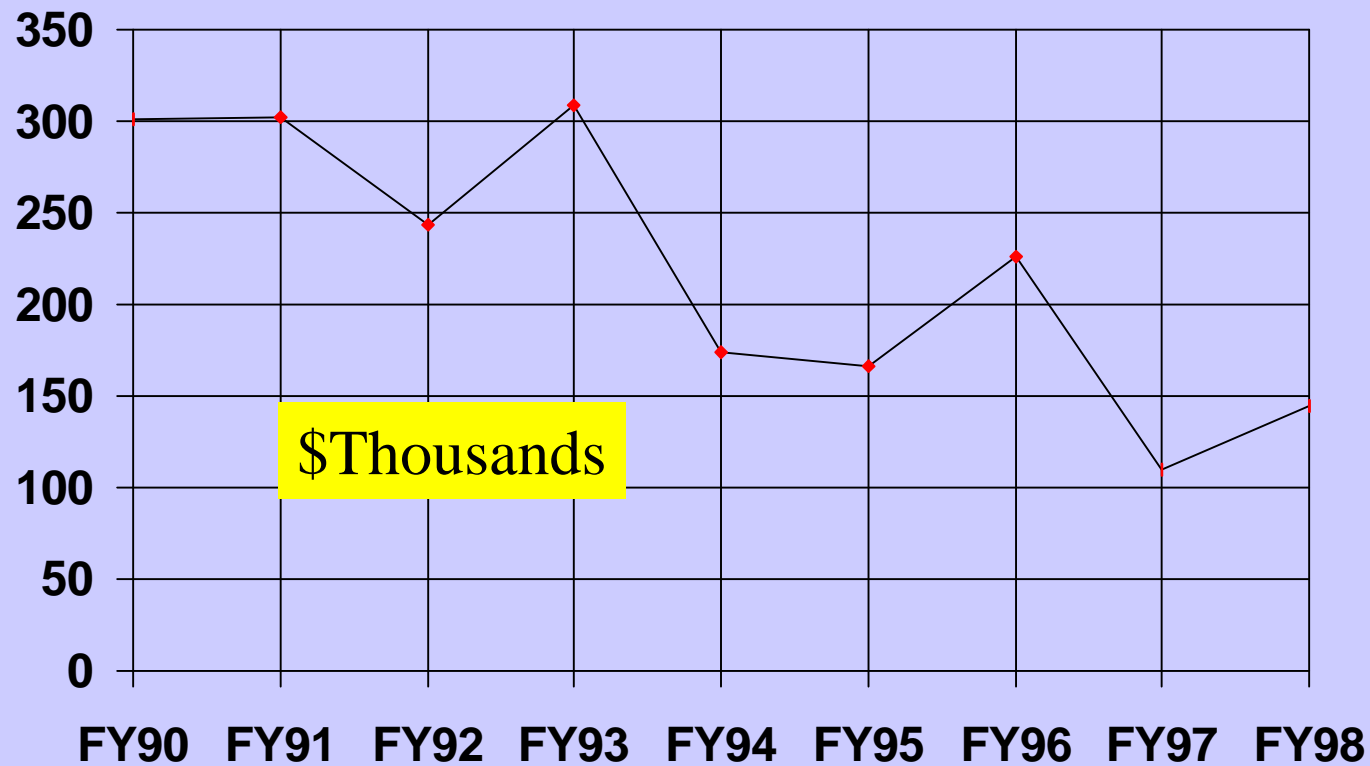
CEALS-OA

- CEALS “On the Net”
 - **Legal Services Homepage (1996)** - hosts information, news, guidance, reports and essential publications (e.g., Chief Counsel’s Task Force Report and Implementation Plans)
 - **Legal Services Deskbook (1996)** - a comprehensive on-line resource tailored to USACE legal issues and materials (e.g., OTJAG Deskbooks, PROSPECT)
 - **CEALS Homepage (1996)** - CEALS news and program information plus hyperlinks to CEALS-MIS applications

“A Family Affair”

- **CEALS Coordinators** - One from each USACE Office of Counsel
- **USACE Legal Services Deskbook** - developed and hosted by Seattle District Office of Counsel
- **USACE Legal Functions Database** - developed by the District Counsel Workgroup chaired by the Mobile District Counsel
- **CEALS-MTS** - developed by the CEALS Revisioning Workgroup with representation from all command levels
- **USACE Legal Opinions Database** - developed by a workgroup in the Office of the Chief Counsel

CEALS Program Costs to USACE



CEALS Management Team

- Proponent - Chief Counsel (HQ)
- Program Manager* - Craig Schmauder (HNC)
- Project Manager - Patty Vatter (HECSA)
- Technical Advisor - Jan Manwiller (HQ)

* Pending filling of vacancy, PM function continues to reside with former Assistant Chief Counsel for Legal Services Policy, Information and Programs (CECC-T)